BY-LAWS

AND

CHARTER OF INCORPORATION

OF

THE CHURCH OF THE SAVIOUR

WEST PHILADELPHIA

BY-LAWS

ARTICLE I.

MEETINGS OF THE VESTRY—ELECTION OF OFFICERS, ETC.

Section 1. The stated meetings of the Vestry shall be held on the first Tuesday after Easter, and on the first Tuesday of every month.

Sec. 2. The Rector, either Church Warden, or any two members of the Vestry, may require special meetings to be called at any time—the object of said meeting to be specified, and no new business to be transacted without the consent of two-thirds of those present.

Sec. 3. Five members shall constitute a quorum.

Sec. 4. The Rector's Warden shall preside at the meetings of the Vestry, but in his absence, any member may be appointed Chairman.

Sec. 5. At their first meeting after Easter Monday, besides the Church Warden directed by the Charter, who shall be the Accounting Warden, the Vestry shall choose a Secretary, Lay-Deputies to the Diocesan Convention, and shall appoint a Sexton, and such other officers as may be required for the good government of the Church, and in case of a failure to elect officers at this meeting, a special meeting shall be called for that purpose as soon as may be convenient.

Sec. 6. All elections shall be by ballot, unless otherwise ordered by the Vestry.

Sec. 7. The time and place of election for Vestrymen shall be announced to the congregation on the preceding Sunday. The Vestry shall choose three pew holders to be judges of such election (one of whom shall be a Vestryman) to meet between the hours of 4 and 6 o'clock, or should it be deemed necessary by a majority of the officers of election, the polls may be kept open longer, not exceeding twenty-four hours, at such place as may be appointed, and who shall notify the congregation on the succeeding Sunday of the result. But if, from any cause whatever, the Vestry shall fail to appoint said judges, or they should not act, the duty shall devolve on the Wardens; and in case of a failure to elect Vestrymen on Easter Monday, the election shall be held at any other time the Vestry may appoint.

Sec. 8. At the meetings of the Vestry,

whether stated, adjourned, or special, the order of business shall be as follows:

1.—The minutes of the preceding meeting shall be read.

2.—Reports of Committees presented, and order taken thereon.

3.—Unfinished business taken up.

4.—Communications received and considered.

5.—Any other business may then be transacted.

Sec. 9. When a question is before the Vestry, no motion shall be received, unless to divide, amend, commit, or postpone; but a motion to adjourn shall always be in order, and shall be decided without debate.

Sec. 10. No reconsideration of a vote shall be had except on a motion made by a member who voted with the majority on the former question, or by one who had not previously voted.

Sec. 11. The yeas and nays may be called by any member.

Sec. 12. The Vestry may fill any vacancy that may occur in their body, a previous nomination of candidates being made at least one meeting before the election.

ARTICLE II.

OF THE CHURCH WARDENS

Section 1. They shall have a general superintendence over the property of the corporation,

and shall take care that the Sexton and other officers perform their respective duties in a satisfactory manner, and that order be maintained in and about the Church during the time of Divine Service.

Sec. 2. They shall have power to make purchases of all articles necessary for the use of the Church, not exceeding in amount one hundred dollars per quarter.

Sec. 3. They shall be authorized to let or otherwise dispose of the vacant pews and sittings, and also the pews and sittings of those persons who shall not have paid the rent thereof, as is hereafter required. They shall collect the pew rents as they become due.

Sec. 4. They shall collect, or cause to be collected, all rents, interests, dividends or other moneys due to the corporation.

Sec. 5. They shall have in their charge the seal of the corporation, to be affixed by them to such documents as require its attestation, and as the Vestry may direct.

ARTICLE III.

ACCOUNTING WARDEN

Section 1. The Accounting Warden shall receive the moneys of the Church, and pay the same under the direction of the Vestry. He shall deposit in bank the funds of the corporation, and have them placed to his credit as Warden of the "Church of the Saviour" in an

account to be opened for that purpose with which no other shall be intermingled.

Sec. 2. He shall keep a regular account of his receipts and expenditures in a book to be provided for the purpose, which shall be open at all times to the inspection of the members of the Vestry; and he shall submit to that body a monthly statement of his accounts, which shall be audited quarterly by a committee to be appointed by the Vestry.

Sec. 3. He shall have charge of the Charter and evidences of title to the property of the corporation, and of such articles belonging to it as are not otherwise disposed of.

ARTICLE IV.

THE SECRETARY.

Section 1. The Secretary shall keep regular minutes of the proceedings of the Vestry, notify the members of all its meetings, call special meetings when required, and perform generally such duties as appertain to the office.

ARTICLE V.

REGISTER AND RENTS OF PEWS AND SITTINGS.

Section 1. A register of permanent and rented sittings shall be kept under the direction of the Accounting Warden.

Sec. 2. The pew rents shall become due on the first day of March, June, September and December, in every year, in advance.

Sec. 3. If any rents remain unpaid after the expiration of the time appointed to receive

them, the Wardens shall choose a suitable person to call for the arrearages, who shall be alllowed a compensation of five per cent.

Sec. 4. Pews and sittings, the rents of which shall be in arrears for one year or more, shall be forfeited to the Church; provided, that before such forfeiture, six months' notice of the arrears shall be given to the holder or to his or her representative, but if neither can be found, the general notice given in the Church for the collection of rents shall be sufficient.

Sec. 5. When more than one person has rights to sittings in the same pew, no particular part or portion of the pew is to be considered as belonging to either or any of them, but all to have a common right to the whole, and a separate right only to the seat occupied for the time being, except so far as courtesy may produce a different arrangement. And in case of difficulty or dispute between the occupants of any sittings, the Accounting Warden, upon complaint made, shall request a compliance with this rule, and if either of the parties shall, notwithstanding, persist in refusing to comply, the Vestry may forfeit the right of such person to any sitting in the said pew.

Sec. 6. No person shall rent or transfer his or her pew or sitting without the consent of the Wardens or Vestry being previously obtained, and in no case until all arrearages of pew rent are paid.

Sec. 7. No person shall alter a pew or

change any of the arrangements thereof without the consent of the Wardens.

ARTICLE VI.

ELECTION OF RECTOR AND ASSISTANT RECTOR

Section 1. When the election of a Rector or of an Assistant Rector is intended, the person to be elected must have been openly nominated at a previous meeting, and the notices of the meeting shall have expressd that such nominations are then to be received; and the notices of a meeting at which an election is intended shall express the same. And no election shall be made until four weeks shall have elapsed after a nomination, unless by consent of all the members of the Vestry.

Sec. 2. The election of a Rector or an Assistant Rector shall be by ballot, and the votes of three-fourths of the members of the Vestry present shall be necessary to a choice; and in the case of an Assistant Rector, the consent of the Rector, if there be one, must first be obtained.

ARTICLE VII.

REGISTER OF MARRIAGES, BIRTHS, BAPTISMS, AND DEATHS

Section 1. The Accounting Warden shall provide a book, to be kept under lock in the Vestry Room, in which the Rector or other Minister shall enter an account of all marriages, baptisms and deaths at which he shall

have officiated. The record to state the date of the marriage and the names of the parties, the date of the birth of the child with its name and those of the parents, the name of the child or adult baptized, with the date of the baptism and the names of the parents or sponsors. This book shall belong to and remain with the Vestry, as a part of the Church records. Certificates from the records, under seal when required, shall be given by the Wardens with the consent of the Vestry, without charge.

ARTICLE VIII.

THE SCHOOLS OF THE PARISH

Section 1. There shall be opened, as soon as may be, a Sunday School for the religious instruction of boys and girls, under the care of a suitable superintendent.

Sec. 2. The Rector shall exercise a general supervision over these schools, and shall visit them as frequently as his convenience will allow. The Bible shall be the basis of all the instructions, and no text books shall be admitted except such as give sound expositions of its truths in conformity with the Prayer Book and Catechism.

ARTICLE IX.

COLLECTIONS OF THE CHURCH

Section 1. Collections may be made at such times and for such purposes as the Vestry may think proper.

Sec. 2. All receipts from collections shall be handed over to the Accounting Warden, who

shall make such distribution and payment thereof as the Vestry may direct, except in the case of the Communion money, which shall be paid to the Rector, to be applied in conformity with the canon in relation thereto.

ARTICLE X.

STANDING COMMITTEES

Section 1. The following Standing Committees shall be appointed, and others may be added as circumstances may require:

1. Committee on music, to consist of three members, of which the Rector shall be ex-officio chairman.
2. Committee on the Sunday School, to consist of three members.
3. Committee of finance, to consist of three members.
4. Committee on Pews.
5. Committee on Repairs and Supplies.

ARTICLE XI.

THE SEXTON

Section 1. The Sexton, besides his constant care of the Church, shall perform all other duties connected with its affairs, which shall be required by the Wardens or either of them.

ARTICLE XII.

Section 1. All applications for the use of the Church, except for those purposes ordered by the general or State Convention, shall be made

to the Vestry, who may agree or not to the application.

ARTICLE XIII.

Sec. 1. No repeal or alteration of the By-Laws shall be made unless proposed at a previous meeting and adopted by two-thirds of the members present, the notices for both meetings having expressed that alterations in the By-Laws will be proposed or acted upon.

CHARTER OF INCORPORATION
OF
THE CHURCH OF THE SAVIOUR
WEST PHILADELPHIA

Whereas, the following named persons, citizens of this Commonwealth, viz: Thomas Allibone, Robert L. Martin, Thomas Robins, Franklin Fell, John Bohlen, Joseph S. Keen, William D. Kelley, Joseph S. Burnett, Franklin Bacon, George R. Blackiston, Thomas J. Natt and John L. Goddard, have together with other citizens associated for the purpose of worshipping Almighty God according to the faith and discipline of the Protestant Episcopal Church of the United States of America, and have for that purpose formed a congregation at West Philadelphia, in the County of Philadelphia, and are now desirous to be incorporated agreeably to the provisions of the Act of the General Assembly of Pennsylvania, entitled "An Act to confer on certain associations of the citizens of this Commonwealth the powers and immunities of Corporations or politic in law." They therefore declare the following to be the objects, articles and conditions of their said association agreeably to which they desire to be incorporated, viz:

First.—The name of the Corporation shall be "The Rector, Church Wardens and Vestrymen of the Church of the Saviour, West Philadelphia."

Second.—This Church acknowledges itself to be a member of, and to belong to the Protestant Episcopal Church in the State of Pennsylvania, and of the Protestant Episcopal Church in the United States of America. As such it accedes to, recognizes and adopts the constitution, canons, doctrine, discipline and worship of the Protestant Episcopal Church in the State of Pennsylvania, and of the Protestant Episcopal Church in the United States and acknowledges their authority accordingly.

Any member of this Church or Corporation who shall disclaim or refuse conformity to the said authority, shall cease to be a member of this Corporation and shall not be elected or vote in the election of Vestrymen or exercise any office or function in, concerning or connected with the said Church or Corporation.

Third.—The rents and revenues of this Corporation shall be from time to time applied for the maintenance and support of the Rector, Ministers and officers of the said Church, and the erection and necessary repairs of the Church or Churches, and church yard or church yards and parsonage house and other houses, which now do or hereafter shall belong to the said Corporation, and to no other use and purpose whatsoever, and the clear yearly value or income of the messuages, houses, lands, tenements, rents, annuities and other hereditaments and real estate of this Corporation and money lent shall not exceed two thousand dollars.

Fourth.—The said Corporation shall not by deed, fine or recovery, or by any other means without the assent of the Convention of the Protestant Episcopal Church of the State of Pennsylvania, or of the Standing Committee of the Diocese previously had and obtained, grant alien, or otherwise dispose of any lands, messuages, tenements or hereditaments in them vested, nor charge nor encumber the same to any person or persons whomsoever.

Fifth.—The Rector of this Church shall be elected by the Church Wardens and Vestrymen in such manner, as the statutes and by-laws shall ordain. The Vestry of the said Church shall consist of twelve persons, members of the said Church, who shall continue in office for one year and until others be chosen and the election of such Vestry shall be made every year, on Easter Monday, by a majority of such members of the said Church as shall appear by the Vestry books to have paid two successive years immediately preceding the time of such election for a pew or sitting in the said Church or Churches; provided that until the next Easter Monday after the expiration of five years from the date of this Charter, members of the said

Church who shall have contributed to the amount of fifty dollars to the erection of the Church or Churches, or to the support of the Rector or Ministers thereof, shall be entitled to vote at the election of Vestrymen. And provided that in case of failure to elect Vestrymen on that day, the Corporation shall not on that account be dissolved, but the election shall be holden on some other day in such manner as the by-laws may prescribe. Provided always, that the by-laws, rules and ordinances of this Corporation, or any of them, be not repugnant to the constitution and laws of this Commonwealth, or the provisions of the charter.

Sixth—No person shall be the Rector or Assistant Minister of this Church, unless he shall have had Episcopal ordination, and unless he be in full standing with the Protestant Episcopal Church of the State of Pennsylvania and of the United States, and recognized as such by the Bishop of this Diocese, or in case of a vacancy in the Episcopate by the Standing Committee of the Diocese.

Seventh—The said Vestry shall have full power to choose their own officers, and they shall annually at their first meeting after their election, choose one of their own number to be one Church Warden, and the Rector for the time being shall elect another of the said Vestrymen to be the other Church Warden of the said Church. In case of a vacancy in the office of Rector at the time of election, the other Church Warden shall also be chosen by the Vestry to remain until the election of a Rector, or a new election of the Vestry, and during such vacancy the Church Wardens for the time being and Vestrymen shall have the same powers and authorities relating to the disposition of the rents and revenues of the said corporation as are hereby vested in the Rector, Church Wardens and Vestrymen. Provided always that it shall be the duty of the said Church Wardens and Vestrymen to elect another Rector to supply the vacancy as soon as conveniently may be.

Eighth—The twelve following named persons to be Church Wardens and Vestrymen to continue in office until the election on Easter Mon-

day next and until others be chosen, namely: Thomas Allibone, Robert L. Martin, Thomas Robins, Franklin Fell, John Bohlen, Joseph S. Keen, William D. Kelley, Joseph S. Burnett, Franklin Bacon, George R. Blackiston, Thomas J. Natt and John L. Goddard.

Thos. Allibone,	Wm. D. Kelley,
Robert L. Martin,	Jos. S. Burnett,
Thomas Robins,	Franklin Bacon,
Franklin Fell,	G. R. Blackiston,
John Bohlen,	Thomas J. Natt,
Joseph S. Keen,	John L. Goddard.

And now, July 18, A. D. 1851, it appearing to the Court that the within Articles of Association had been filed in the office of the Prothonotary, and that notice had been inserted in one newspaper printed in this county for at least three weeks, setting forth that an application had been made to the Court to grant a Charter of Incorporation, and no sufficient reason having been shown to the contrary, the said Court does, on motion of George M. Wharton, Esq., hereby decree and declare by an order to be endorsed on said instrument to be attested in the usual manner by the Prothonotary under the seal of the Court, that the persons so associated shall, according to the articles and conditions in said instrument set forth and contained become and be a body politic, and the said Court does further direct that said Charter of Incorporation be recorded in the office of the recording of deeds in said county.

Certified from the records of the Court of Common Pleas of Philadelphia County, this twenty-ninth day of July, A. D. 1851.

GEORGE CARPENTER,
Prothonotary.

Recorded in the Office for Recording Deeds, etc., for the City and County of Philadelphia in Miscellaneous Book, GWC No. 1, page 208, etc.

Witness my hand and seal of office this twenty-ninth day of July, A. D. 1851.

GEORGE W. COLLADAY,
Recorder.